



N A S C S P

NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

NASCSP Board of Directors Meeting Minutes
Thursday, June 26, 2025 - Via Zoom
2-4pm, ET; 1-3p.m., CT; 9-10 a.m., MT; 11am-1 p.m., PT

Meeting was called to order at 2:03p.m. ET by Beverly Buchanan.

Executive Committee Members Present: Cheryl Williams, DC-Executive Director; Beverly Buchanan, AR-President; Melanie Sanford, MI-Vice-President; Rhea Woods, LA-Secretary; Adrian Angel, IL-Treasurer; Stephanie Insinna-Sahondo, CO-WAP Chair; Matt Fitzgerald, VA-CSBG Chair

Representatives Present	State	Region	Program
Tamara Fahey	MA	1	CSBG
Kathryn Rulli	PA	1	WAP
Samantha Pearce	NY	1	WAP
Cynthia Bryant	GA	2	CSBG
Shelly Woda	WV	2	CSBG
Keli Reynolds	KY	2	WAP
Lorie Easter	IA	3	CSBG
Jill Giles	NE	3	CSBG
Amanda Marcott-Thottunkal	OK	3	WAP
Troy Cucchiara	NM	3	WAP
Anna Sainsbury	WI	4	CSBG
Maddy Kamalay	MI	4	WAP
Stacy Humbert	WI	4	WAP
Leeann Marx	OR	5	CSBG
Elizabeth Rackham	ID	5	CSBG
Andrew Etue	WA	5	WAP
Travis Ekenberg	AZ	5	WAP

Representatives Absent: Cassandra Norfleet-Johnson (CT), Matthew Melton (SC), Sarah Priest (MN).

NASCSP Staff Present: Mary Cousins, Andrea Schroer, Hugh Poole, Lauren Johnson, Tiffany Jarvis, Raymond Thomas, Kye Garvin, Bruce Nguyen, Sarah Yang, Claudia Torres, Brandy Boulos and Darryl Hamilton

Also Present: Skip Wiltshire-Gordon, AnnDyl Policy Group



I. Welcome – Beverly Buchanan

II. Approval of February Meeting Minutes

Motion to approve made by Lorie Easter. Seconded by Travis Ekenberg.
Unanimous voice vote approval.

III. Financial Report- Adrian Angel (all reports were distributed prior to the meeting and are incorporated by reference)

a. 2025 Dues Report

We have collected 88.6% of invoiced dues (\$393,060 out of \$436,968). 6 states have outstanding CSBG dues. 8 states have outstanding WAP dues.

b. May Financial Report

Actual revenue is \$1,339,867 (39%) of annual budgeted revenue and actual expenses are \$1,316,398 (39%) of what was budgeted for annually. That puts our net revenue at \$23,475. We are about 7% behind target for revenue and 6% behind on expenses.

We've had a loss of \$33,000 in April and May, which is customary for non-conference months. Additionally, we now have advocacy costs as an investment in the organization's future.

We will see cash on hand increase (we have 3 months on hand) with conference and billing to grants. We also have invoices to get out for T/TA.

c. Audit and Form 990 Update

The Financial Committee made up of Andy, Adrian, Mary, Beverly and Cheryl met with the Audit Team last week. We received an unmodified opinion (which is the best that can be received) and we were assigned a new partner at the accounting firm (Lisa Lipsky), she looked at everything with a fresh set of eyes and reported a clean audit. Forms 990 and 1099 were completed and the tax return is done.

Motion to approve made by Troy Cucchiara. Seconded by Keli Reynolds.
Unanimous voice vote approval.



IV. Executive Director Updates- Cheryl Williams

a. NASCSP Updates

Beverly offered congratulations to Cheryl on passing her CCAP (Certified Community Action Professional) exam!

Interviews for the Governmental Relations and Communications positions will start in July. Megan Meadows was welcomed to WAP staff. Megan previously served at ACF as the Director of LIHEAP.

We invited several NASCSP members in targeted states to participate in House and Senate meetings on FY26 appropriations or CSBG/WAP reauthorization. Outreach to additional NASCSP members continues for future meetings.

b. Federal Partner Updates

We are still awaiting approval from DOE on our WAP State Plan. The WAP Toolkit was approved, but we are still awaiting approval of our annual funding report. The workforce survey and wage dashboard were approved and are currently on the website.

The CSBG staff has completed the FY24 Annual review. We still don't have clearance to train on Annual Report 3.0, but we can do a crosswalk, general tips and tricks.

The WAP team recently learned that Katy Kujawski will be SCEP's new Program Officer. Katy previously served as NASCSP's Research Director from 2017 to 2021.

If States are having difficulty getting their State Plans approved, please let know because that issue has been brought up at the Congressional level on the WAP and LIHEAP side.

Travis asked about seeing increased advocacy for weatherization as it reduces energy consumption and bills. He says it's a good fighting point in this political climate.

Maddy asked how aware is the Legislature is that contracts are not being approved? Is it really staffing or is it something else?



Cheryl admitted Skip Wilshire-Gordon, Sr. Manager of Government Affairs with AnnDyl Policy Group, to the Board meeting and introduced him to the board. Skip proceeded to update the group on the CSBG and WAP advocacy activities and where he thinks things stand.

c. National Partner Updates

Staff has completed the FY24 data review for all states. OCS has given clearance for us to begin training on a crosswalk of Annual Report 3.0.

Cheryl participated in the National Partners' panel during the CAPLAW conference in May and will join the similar panel at the NCAP conference in August.

Cheryl will also participate in National Partners' panel during the Region 8 conference in Colorado in July.

There has been some degree of sentiment expressed about NASCSP having a paid CSBG advocate.

V. Program Chair Updates-Stephanie Insinna-Sahondo and Matt Fitzgerald

a. WAP

Stephanie thanked Andrea for her ongoing support and provided updates on member trainings and webinars. Congratulations to Kye Garvin, who renewed his Energy Auditor and QCI certificates. Megan Meadows started as new WAP Program Manager.

b. CSBG

Matt thanked the Regional Reps for holding regular calls and reminded everyone that Review Memos are out. He also stated that AR 3.0 will not be required for FY26 and he is not sure that OCS will be attending the conference in Chicago.

VI. Old Business-Beverly Buchanan-None.

VII. New Business- Beverly Buchanan

a. Bylaws and Strategic Planning Updates

Samantha Pearce received lots of feedback. Will have draft ready soon to full board for additional comments and edits to vote on at September meeting.



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b. Elections

WAP Representatives and Executive Committee elections will be conducted during the September meeting by the Member Services Committee led by Rhea.

c. Summer Board Meeting

Darryl will send out the calendar for 2 dates to meet in case we need to talk about funding and for a Board Development Session, which will be virtual.

d. Questions/Comments from the floor

Stephanie encouraged regional reps to ask how funds can be withheld if they were appropriated. Are any AGs looking at suing? (*Samantha says that her state is looking into it*)

Travis asked what will happen with IIJA funds. (*Andrea thinks the funds may be the bridge*)

VIII. Adjourn

Motion to adjourn made by Stephanie Insinna-Sahondo and seconded by Adrian Angel.

Unanimous voice vote approval.

The meeting was adjourned at 2:43pm CT.

The next meeting of the Board of Directors is Tuesday, September 23, 2025, 5-7 p.m., CST.

Annual Training Conference

Swissotel Chicago, Chicago, IL